

App. F. IX-4

19 49-50
(CB)

File No. 75-49

Serial Nos. 1, 2

Previous References.

Later References.

CB 80-50-1

GENERAL AND REVENUE SECRETARIAT

Serial Nos. 2

✓
Part B for Sept-49

SUBJECT

Delegation of Powers in the General &
Revenue Secretariat

no 2376-857 (CD 75-49-1)

D 14.9.49

no 2641-50 | CD 75-49-2

24.9.49

to
the Secretary to Govt

-5-

MEETING OF HEADS OF DEPARTMENTS -- PROPOSALS
FOR EXPEDITING THE DESPATCH OF GOVT. BUSINESS.

Delegation of powers in the General and
Revenue Secretariat:-

(a) The due exercise of the powers mentioned in Section VIII of the Government Business Rules by the Secretaries to Government may be insisted on, and lists may be drawn up in each Secretariat, in consultation with the Chief Secretary, of such additional powers regarding disposal of routine business as may be delegated to the Secretaries. (C.S.)

(b) Powers of discipline over ministerial and menial staff to Secretaries:- The Secretaries with the concurrence of the Chief Secretary may exercise all the powers of the Chief Secretary in regard to disciplinary action against ministerial and menial staff in the Secretariat. (C.S.)

(c) A number of routine powers now exercised directly by the Chief Secretary such as grant of leave, increments etc., to ministerial and other staff, etc., may be delegated to the Registrar or to such other officer as may be designated, a list in this behalf being drawn up by the Registrar for separate sanction. (C.S.)

O. B. File
Reading D. No
3634 has been
referred to O. B.
File

[Faint handwritten notes, possibly bleed-through from the reverse side.]

X

just ex 2 9 all for training 8

probly not This seems very necessary not
only to relieve the Chief Secretary of
routine work but to attend to the work
for which the Registrar's post was
originally created

X X X
There appears to be need for the
post of a Deputy Chief Secretary to
relieve the Chief Secretary of his
routine work and to assist him in the
supervision of work in the various
branches. This could be a tenure job.

X X X

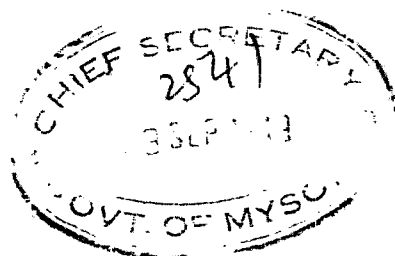
Submitted

1) The above extracts
have been taken for
working up the question
of the delegation of powers
in the Gen. and Rev
Sectt. as instructed.

2) Lists have to
be drawn up in each

¹⁰⁴⁹
Delegation of powers^{CB} in Gen. & Res.
Sectt.

Secretariat of the existing
and additional powers regarding
disposal of business etc. that
may be delegated to Secretaries
and Asst Secretaries.



3) Dft O. M. put up for

approval

scmr
13/9/49

For
12.9.49.

Chief Secy)
4) Urgent. The Chief Secy.
has fixed the mts. for 10.10.49.

acknowledged

11/5
13/9

done

Issued G.M. No. 2376-85/CB 15-49-1 dated 14th Sept

scmr
13/9/49

not to be referred to Govt

also sent to Home Branch & Office Branch

5) Submitted with a draft reminder for approval.

18/9

and not at all

issue
scmr
23.9.49

For
23.9.49

Issued O.M. No. 2611-50/CB 15-49-2. Dated 25.9.49
to the Secretaries to Govt. and copies to O. B. & Home
Branch

delegation of powers in the General and Revenue

6) Secretariat 1049
CS
Submitted Reminder has been issued on 25/9/49 and replies

have not been yet received from the Secretaries to Govt except from the Revenue Secretary. A draft of 20 reminders is put up for approval.

HR
6/10/49

7) The meeting of the Heads of Dep'ts. for considering proposals for expediting the despatch of Govt. business has been fixed for 10. 10. 49. It is not known whether the meeting stands as the Chief Minister is away in

Delhi

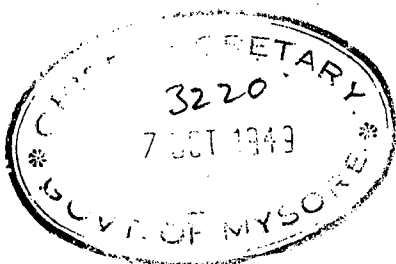
HR
6. 10. 49

8) It is understood from the sp. officer that a suggestion has been made to postpone the meeting referred to above and to intimate the next date of the meeting.

9) In the meantime the draft of reminder put up, may issue.

Chief Secy)

HR
7. 10. 49



NO 115
7/10
HR

Issued No. 3689-98/CS dt 12/10/49 7. 10. 49
to the Secretaries

SW

delegation of powers in The General and Revenue

1049/CS

Secretariat

251
0

Subd.

11) It is understood that the question is being pursued in the Administration Branch and, as such the file may be transferred to the same branch.

12) amr
18/4/50

Regr
Wre

ca
18/4/50

Sir
18.4.50

13) Information re. delegation of some powers exercised by the Secretaries to the Asst. Secretaries was called for so far a reply has been received from the Exdr Secy the files placed below disclose that the C.B. is pursuing this as also the question of delegation of powers to Secretaries. This is a subject for the C.B. to pursue.

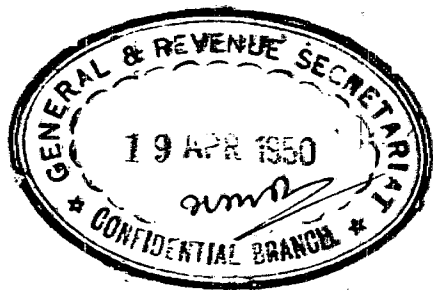
ca

19/4/50

connected
O.B. file
S. No. 3434
is also linked.

19/4/50 ... Asst. Secy,

C.B. 27(c).



14) With int. of the delegation of powers

to the Reg. G. R. S. already given effect

L

to as per O. M. No. 11762-11800 / C.B. 309-49-1

of 8.3.1950 and with the appointment

of an Addl. Secy to Govt. this question

Serial
No.

of the delegation of powers in G. R. S. raised in
September 1949 seems to require reconsideration and
perhaps the delegation of powers contemplated pre-
viously may even be found to be unnecessary as
result of the changes that have since taken place
15) The subject is included in the
agenda for the Secretaries' meeting to be held
this afternoon. If approved the file may be
placed before the meeting and passed on to
the Reg^r. for the purpose.

Chief Secy)

smr
24/4/50

24.4.50.



Extract

Proceedings of the Meetings of the Secretaries to
Government held on 24th April 1950 in the Chambers
of the Chief Secretary to Government, at 8 P.M.

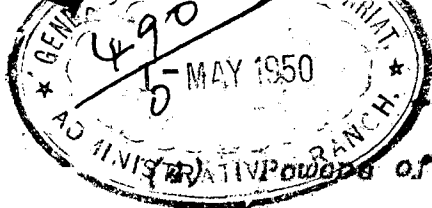
16) Subject No.1 Delegation of Powers to Assistant Secretaries.

The various suggestions made by the Secretaries to Government in response to the invitation for suggestions sent round some time ago by the Chief Secretary were read and examined.

(1) The Government orders should convey the final decisions accurately, in the light of the notes and discussions in the file. The Assistant Secretaries concerned, should scrutinise these carefully and it will be their responsibility primarily to see that drafts are in conformity with the final decisions. Drafts should not be sent to Secretaries unless where so required by the Secretaries specifically, or in Council, or very important cases, or where a large number of matters or complex issues are involved. It was agreed that the fair copies of all drafts and Circulation notes when passed by the Secretaries may be signed by the Assistant Secretaries.

(2) Papers and references which the Secretaries concerned will have already seen at the tapal stage, need not be sent to them again or through them to the Ministers. They may be directly marked to the Ministers by the Assistant or Under Secretaries, and may be seen by the Secretary, when they go back to the Branch Officer after perusal by the Minister. What these kinds of receipt are, is left for determination by each Secretary. They could be proceedings of meetings of statutory Bodies, various Committees set by the Government, routine reports etc.

(3) If an Hon'ble Minister has called for any information either on a file, or separately, such information may be directly submitted by the Assistant Secretary to the Minister concerned.



1049/CB

2 -

Powers of discipline which have been accorded by the Secretariat Office Manual to Secretaries may be delegated by the Secretaries to the respective Branch Officers in regard to all Branch Officials excepting superintendents, and these powers may be exercised by the Branch Officers in consultation with the Secretaries.

5) All intermediary correspondence between the Heads of Departments and Secretariat, ascertaining of all information before, the file is made ready for orders.

Note. These suggestions are made for general guidance and the Secretaries are welcome to amend these or add to them depending upon the Branch and the nature of understanding between them and the Branch Officers.

17) The above extract may be referred to CB for further action if any. The connected file is placed below

ca
1/8/50

18) Asst Secy C.B.
W.C.



General and Revenue
Secretariat

~~10/5/50~~
10/5/50

File No.

of 19

753/cb

Serial
No.

19) Sub d for pencil

~~CKD~~
10/5/50

20) Please put up a draft OM
on the lines of the proceedings
of the Secretaries' meeting

~~CKD~~
10.5.50

21) Draft OM is put up
for orders

~~CKD~~
11/5/50

22) Please put up a fair
draft

~~CKD~~
11.5.50

23) Fair draft is sub d
Chief Secy)

AMR
12/5/50

~~CKD~~
12/5/50

for approval

~~CKD~~
12.5.50

Chief Secy

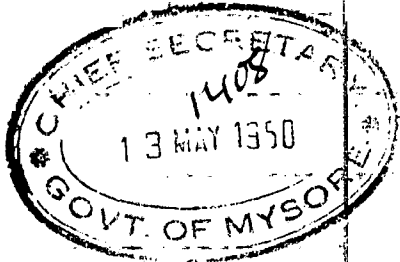
11/5
18/5/50
AMR
18/5/50

Rea
17/5/50

11/5
18/5
AMR
18/5/50

No 8209-68/cb 07.19-5-50

Office of the Chief Minister
No. 1522
Date of Receipt..... 16/5



10/5/50
18/5

DB
2nd o. m. Please
see last
cb collection
80-50-1. Revolve
separately
A share copy of m
is placed in the
file for reference
P
14/5/50

OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the G.R.S.

With reference to the exercise of powers mentioned in Section 8 of the Mysore Government Business Rules by the Secretaries to Government, Secretaries to Government are requested to ^{draw up} ~~draw up~~ a list of such ~~additional~~ additional powers regarding disposal of routine business as may be delegated to them and to forward the same to the Chief Secretary ^{within a week.} ~~at a very early date.~~

Secretaries to Government are also requested to examine and to recommend whether any of the routine powers ^{now} ~~in/kn~~ exercised directly by the Chief Secretary, such as grant of leave, increments, etc; to Ministerial and other staff may be delegated either to themselves or to such other officer as may be designated, e.g., the Registrar, G.R.S., or the Assistant Secretary ~~or~~ of the Branch concerned.

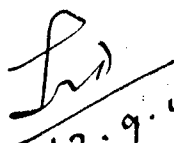
By Order,


Chief Secretary to Govt.

To ^{gumR} 12/9/49

The Secretaries to Government.

Copy to Home Dep
O B


12.9.49

Memo

Subject delegation of powers
in the General and Revenue Secretariat

The attention of the Secretaries to Government is invited to this office memo no 2376/85/CB 75-49-1 dt 14.9.1949 on the above subject and they are requested ~~to~~ to draw up a list ~~either for~~ ~~therein and the matter to~~ forward ~~the same to the Chief Secretary immediately.~~ their replies which are overdue without further delay. By order

~~sent~~ ^{sent} to Chief Secretary to govt
23.9.49

To

the Secretaries to govt.

H.B.

Home Br

O. B.

Br
23.9.49

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

2641-50/C.B.75-49-2
No.

General and Revenue Secretariat,
25th Sept. 49
Dated Bangalore.....19
(Camp) Mysore

OFFICIAL MEMORANDUM

Subject: Delegation of powers in the
General & Revenue Secretariat.

The attention of the Secretaries to Government is invited to this office memo No.2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay.

By Order.

Sd/- Ramakrishna
For Chief Secretary to Government.

To

The Secretaries to Government)

Copy to:

1. Home Branch
2. Office Branch

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

25th Sept. 49

Dated Bangalore
(Camp) Mysore 19

2641-50/C.B.75-49-2

No.

OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the
General and Revenue Secretariat

The attention of the Secretaries to Government is invited to this office memo No.2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay

By Order

90m. *Ramkrishna*
For Chief Secretary to Government.
(S)

To

The Secretaries to Government)

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat

No. 2641-50/C.B.75-49-2

Dated Bangalore 25th Septr. 1949
(Camp), Mysore

OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the
General and Revenue Secretariat.

The attention of the Secretaries to Government is invited to this office memo No.2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay.

By Order,

For Chief Secretary to Government.
Ramakrishna
mm

The Secretaries to Government)

Draft do Reminder

3689 - 3698/CB

126 Oct '49

Dear Sir

Subject delegation of powers
in the general and Revenue Secretariat

I am desired to ~~invite~~
~~invite~~ your personal and urgent
attention to this office memo no.
2376 - 85/CB 75-49-1 dated 14.9.1949
on the above subject and to
request you kindly to forward your
reply which is already overdue
without further delay.

yours Sincerely

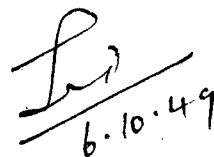


(Chief Secretary to Govt.)

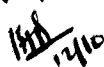
To,

(The Secretaries to Govt.
except Revenue Secretary)




6.10.49

Typed and given
to me on
12/10/49


12/10

Received at 5 P.M.
12/12/49

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. ...17/56-57

Dated Bangalore, ...4 April 1950.

OFFICIAL MEMORANDUM.

In view of the General increase of work in all Branches of the General and Revenue Secretariat and Associated Offices, it is considered expedient in the interest of quick despatch of work, to delegate certain powers of the Secretaries to the Assistant Secretaries to Government in the despatch disposal of routine cases.

The Secretaries to Government are requested to suggest what powers they would like to be delegated to the Assistant Secretaries.

[Signature]
For Chief Secretary to Government.

To
The Secretaries to Government.

CB } S. L. S. V.
Home }
OB }

M. J.

[Signature]
4/4/50.

This is General
I wanted
Mr. Price items
relating to East
branch of
See

965
2
66/4
2mm
1874/50

CHIEF SECRETARY
431.
13 APR 1950
GOV. OF MYSORE

gen
13/4/50

CB.
Rogers

Easy compile
for derivatives

The above is in reply to a reference made by the Attn. Br. Where, it is understood,

The information is being compiled
with a view to placing definite
proposals before a Secretaries'
meeting to be held on the 20th
If approved, this paper may
be transferred to the A.L.M. B.

Li
17.4.50

Regr
we)

20MR
17.4.50

a
18/4/50

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE:

General and Revenue Secretariat,

19th May '50. x50x

No 3209-68/G.B.80-50-1

Dated Bangalore, ... 194

OFFICIAL MEMORANDUM

In view of the general increase of work in the General and Revenue Secretariat and associated Offices it was considered expedient in the interests of quick despatch of work, to delegate certain powers of the Secretaries to Government to the Assistant Secretaries to Government in the disposal of routine cases, and suggestions in this behalf were called for from the Secretaries to Government. The various suggestions made by the Secretaries to Government were considered at a meeting of the Secretaries held on 24th April 1950 and the following suggestions were accepted:-

1. The Government orders should convey the final decisions accurately, in the light of the notes and discussions in the file. The Assistant Secretaries concerned should scrutinise these carefully and it will be their responsibility primarily to see that drafts are in conformity with the final decisions. Drafts should not be sent to Secretaries unless where so required by the Secretaries specifically, or in Council or very important cases, or where a large number of matters or complex issues are involved. It was agreed that the fair copies of all drafts and Circulation Notes when passed by the Secretaries may be signed by the Assistant Secretaries.

2. Papers and references which the Secretaries concerned will have already seen at the tapal stage and which need not be sent to Ministers for mere perusal, or for perusal in the first instance, need not be sent to Secretaries again or through them to the Ministers. They may be directly marked to the Ministers for perusal by the Assistant or Under Secretaries, and may be seen by the Secretary, when they go back to the Branch Officer after perusal by the Minister. If they are matters requiring case working, they may be attended to after return to the branch. What these kinds of receipts are, is left for determination by each Secretary. They could be proceedings of meetings of statutory Bodies, various Committees set up by the

Government, routine reports, important communications etc.

3. If ^{an} the Hon'ble Minister has called for any information either on a file, or separately, such information may be directly submitted by the Assistant Secretary to the Minister concerned. After perusal by the Minister the file or paper will be sent to Branch through the Secretary.

4. Powers of discipline which have been accorded by the Secretariat Office Manual to Secretaries may be delegated by the Secretaries to the respective Branch Officers in regard to all Branch Officials except regarding Superintendents and such powers may be exercised by the Branch Officers in consultation with the Secretaries.

5. All intermediary correspondence between the Heads of Departments and the Secretariat, ascertaining of all information before the file is ready for orders may be attended to by Assistant Secretaries to Government.

Secretaries to Government are requested to follow these suggestions with such modifications or additions as may be deemed necessary in each case.

Shri Ramesh Chandra
Chief Secretary to Government

CR

To

The Secretaries to Government.
The Assistant Secretaries.
Branches.

LC/6

Jw SMIL

Serial
No.

Subject:— Delegation of powers to Secretaries to Government.

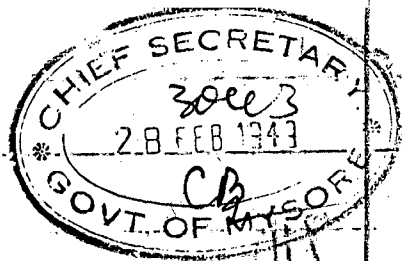
Reference:— O.M. No. 2376=85/C.B.75=49-1 dated 14-9-49 from the Chief Secretary to Govt.

The powers that can be exercised by the Secretaries to Government mentioned in Section 8 of the Mysore Government Business Rules appear to be adequate for the present and do not appear to need to be enlarged. It will be sufficient if matters coming within these powers are disposed of by the Secretaries themselves.

As regards the delegation of powers now exercised by the Chief Secretary to Government in respect of the staff of the Secretariat it would appear to be advantageous to delegate some of these powers to the Registrar, (but not to the Assistant Secretaries in charge of Branches) as the Chief Secretary must be busy with more important work, and the Registrar may be made more responsible ^{than} hitherto so that he may keep a close contact with the Branches and the Secretaries. This might prove conducive for the better management of work in the Branches.

Similarly he may exercise a general supervision over the work in each Branch check the attendance of officials and deal with their leave, increment and other allied questions.

Chief Secretary,
W/C.



8
27/9/49

867
Ry

Delegation of powers to General and Revenue Secretariat
Railway Secretariat.

The memo dated the 14th September 1949 says that the schedule of powers mentioned in section VIII of the Mysore Government Business Rules by the Secretaries to Government may be examined and a list of additional powers, if any, regarding disposal of routine business as may be delegated to the Secretaries, may be prepared and submitted to the Chief Secretary.

So far as the Railway Secretariat is concerned, the Railway Department will be merged with the Centre from the 1st April 1950 and the question of exercising the existing powers or any additional powers to be delegated in future by the Railway Secretary to Government does not arise, as the Railway Secretariat is presumed to cease to function from that date.



For Secretary
C.B. W/c

Com
3/12

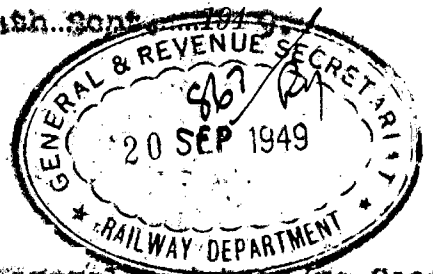
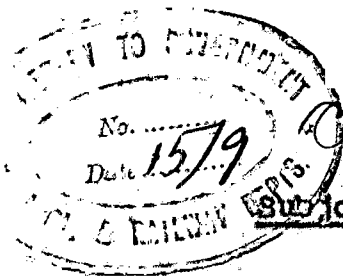
GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 2576-85/CD 75-49-2

Dated Bangalore. 11th Sept. 1949

OFFICIAL MEMORANDUM



Subject: Delegation of powers in the General and Revenue Secretariat.

With reference to the exercise of powers mentioned in Section 8 of the Mysore Government Business Rules by the Secretaries to Government, Secretaries to Government are requested to draw up ^a list of such additional powers regarding disposal of routine business as may be delegated to them, ~~submitting~~ and to forward the same to the Chief Secretary within a week.

Secretaries to Government are also requested to examine and to recommend whether any of the routine powers now exercised directly by the Chief Secretary, such as grant of leave, increments, etc; to Ministerial and other staff may be delegated either to themselves or to such other officer as may be designated, e.g., the Registrar, General and Revenue Secretariat, or the Assistant Secretary of the Branch concerned.

By Order,

sen. Ramesh Chandra
Chief Secretary to Government.
CKS

To

The Secretaries to Government.

DL/-

1692

It is suggested that the following powers may be delegated to the Secretaries in the interest of the speedy disposal

of work:—

- 1) Powers to purchase Stationery articles like thread nibbs, pens steel pens etc when they are best available in the Stationery Branch, the bills being passed on to the Registrar for payment
- 2) Grant of leave to the officials including ^{upto a period of six months} ~~Suppl~~
- 2) To make ^{acting} arrangements in leave vacancies within the Branch
- 3) Grant of increments, including advance increment in deserving ^(with the concurrence of H. Secy) Case, to the ~~Chief Clerk & Superintendents~~ ^{& officials} of the Branch, ^{who signed the letter heads}
- 4) To set the forms & printed at the Govt Press

10/10/49
14/10/49

Secy (P.W.)

11PS
14/10/49

Chief Secretary
w/c

15/10/49

CB
11/10/49

CHIEF SECRETARY
2562
15 OCT 1949

GENERAL & REVENUE SECRETARIAT
15 OCT 1949
CONFIDENTIAL BRANCH

1489
19-5-49
GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 2376-85/CB 75-49-1

Dated Bangalore, 14th Sept. 1949.

OFFICIAL MEMORANDUM:

Subject: Delegation of powers in the General and Revenue Secretariat.

With reference to the exercise of powers mentioned in Section 8 of the Mysore Government Business Rules by the Secretaries to Government, Secretaries to Government are requested to draw up ^{of} list of such additional powers regarding disposal of routine business as may be delegated to them, ~~xxxxxxxx~~ and to forward the same to the Chief Secretary within a week.

Secretaries to Government are also requested to examine and to recommend whether any of the routine powers now exercised directly by the Chief Secretary, such as grant of leave, increments, etc; to Ministerial and other staff may be delegated either to themselves or to such other officer as may be designated, e.g., the Registrar, General and Revenue Secretariat, or the Assistant Secretary of the Branch concerned.

By Order,

Don. Rameshcharya
Chief Secretary to Government.
As

To

The Secretaries to Government.

RL/-

K. SRINIVASAN, B.Sc.,
Chief Secretary to Government,

D. O.



GENERAL AND REVENUE SECRETARIAT,
Dated Bangalore. 12th October 1949

No. 3689-3698/EB

XXX
13/10/49

Dear Sir,

Subject: Delegation of powers in
the General and Revenue
Secretariat.

I am desired to invite your personal and urgent
attention to this office memo No. 2376-85/C.E. 75-49-1
dated 14th September 1949 on the above subject and to
request you kindly to forward your reply which is
necessary overdue without further delay.

Yours sincerely,

K. Srinivasan

Vizvesvariah

Sri H.V. Visvesvariah, M.E.,
Secretary to Government,
Public Works & Electrical Departments,
BANGALORE.

HR

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 2641-50/C.B.75-49-2

Dated Bangalore, 25th Sept. 1949
(Camp) Mysore

OFFICIAL MEMORANDUM.

1692

Subject: Delegation of powers in the ~~Gen~~ 28.9.49
General & Revenue Secretariat.

The attention of the Secretaries to Government is invited to this office memo No.2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay.

By Order,

Secy. Ramakrishna
For Chief Secretary to Government.

To

x x x
H
26.9.49
HPS
26/9/49

The Secretaries to Government)

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat,

No. 2376-85/CB 75-49-1

Dated Bangalore, 14th Sept. 1949.

OFFICIAL MEMORANDUM.

1429

FL

Subject: Delegation of powers in the General and Revenue Secretariat.
666.

With reference to the exercise of powers mentioned in Section 8 of the Mysore Government Business Rules by the Secretaries to Government, Secretaries to Government are requested to draw up ^a list of such additional powers regarding disposal of routine business as may be delegated to them, ~~xxxxxxx~~ and to forward the same to the Chief Secretary within a week.

Secretaries to Government are also requested to examine and to recommend whether any of the routine powers now exercised directly by the Chief Secretary, such as grant for leave, increments, etc; to Ministerial and other staff may be delegated either to themselves or to such other officer as may be designated, e.g., the Registrar, General and Revenue Secretariat, or the Assistant Secretary of the Branch concerned.

Please see note below

By Order

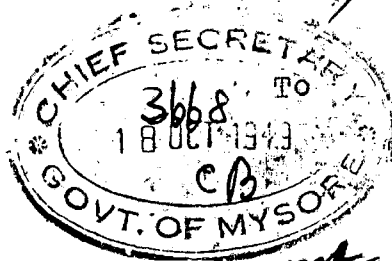
17/10/49

ch. Secretary

17.10.49

17/10/49
The Secretaries to Government.

UKS



RL/
19/10/49

Subject:- Delegation of powers in the G.R.S. -

Refce: O.M.No.2376-85/C.B.75-49-1 dated 14-9-49.

I remember I gave some suggestions in the same regard when the Special Officer, Efficiency Audit, had sent round a brochure for decentralisation of powers and quick despatch of Govt. business. This was in connection with a meeting that had been proposed, of the Heads of Departments and Secretaries to Government presided over by the Chief Minister. I do not know what has happened to my suggestions.

Again, when the Chief Secretary had asked ^{me} ~~my~~ for my views in connection with retrenchments in the Secretariat on the basis of a questionnaire issued by the Economy Officer, I had given certain suggestions. I do not know what has become of them.

Now that I am asked to give my views regarding the disposal of routine business by the Secretaries and other officers of the Secretariat, I offer the following:-

Before doing so however, I am not quite sure if the powers conferred by Section 8 of the Mysore Government Business Rules, are being exercised by the Secretaries to Government at present. As far as I go, I am doing so.

To the item 14 - General - may be added "grant of annual increments for approved service to the Asst. Secretaries working under the respective Secretaries" Against item 'Financial' the following may be added:

"Grant of Provident Fund advances and final closure of ^{of normal} Provident Fund Accounts, ~~both for compulsory and optional subscribers to the fund.~~"

In fact, this power is being exercised now and may be regularised by a suitable addition to the Section.

Genl. Asst.
I am not aware of the experience of other Secretaries. I think that the Asst. Secretaries submit for approval of their Secretaries even drafts on orders passed by the Hon'ble Ministers on files even in clear cases. This practice should be given up and the Subordinate Officers of the Secretariat should take some responsibility and issue drafts provided of course they have no doubts of any kind. So also in cases where an Asst. Secretary feels further information is necessary for the disposal of a reference from a Head of a Dept., the Asst. Secretary can call for them on his own without submitting the draft to the Secretary. This will not only make for quicker despatch but will also give relief to the Secretaries to some extent.

Fair copies of circulation notes may be signed by the Asst. Secretaries where the draft has been duly approved by the Secretary concerned.

Clear cases where a Secretary's opinion may not be absolutely necessary, I mean matters of a routine kind, may be submitted by the Asst. Secretaries direct to the Ministers concerned. The files on return from the Ministers will ^{of} course pass through the Secretaries and they will have opportunity to see such files. This was one of my suggestions in connection with the Economy Officer's questionnaire. As a matter of fact also, this practice was in vogue in the Secretariat sometime ago and I do not know if it continues now. For example, if an Hon'ble Minister has merely called for some additional information, such information may very well be submitted direct by the Asst. Secretary concerned to the Minister.

Serial 55 The money value of Rs.100/- referred to in item 14 may now be raised to Rs.250/- in view of the general rise of prices of commodities.

At the moment I do not feel like making any more extensive proposals as any additional powers to the Secretaries should be coincident with like powers to the Heads of Depts. This will then be a larger question and will have to be dealt with by the Director of Efficiency Audit. In fact, the former Special Officer had been entrusted with the work and I do not know what progress has so far been made. The present Director of Efficiency Audit may have to be consulted and a meeting of Heads of Depts. held and conclusions arrived at. For the present all powers under Section 8 may have to be exercised by the Secretaries both in spirit and form and the few suggestions made by me ^{above} in addition may be adopted.

As regards the Chief Secretary, I should have no objection if he divests himself of the powers relating to grant of leave and increments. The Asst. Secretaries are, I think, even now empowered to grant leave to the staff ~~xxxxxxx~~ of their branches for a period of one month. This may continue. Leave up to three months may be sanctioned by the respective Secretaries in cases where no substitutes are necessary. But where they are, such grants may precede a statement from the Registrar ~~that~~ substitutes will be available. Similarly, increments to clerks and Superintendents may be granted by the respective Secretaries.

Powers of discipline according to Secretariat Office Manual may be delegated to the respective Branch Officers who will take instructions from their respective Secretaries if necessary.

Transfer of officials from one Branch to another may be made with the mutual consent of the respective Branch Officers under intimation to the Registrar, only cases of difference being referred to the respective Secretaries from the Chief Secretary.

Long leave also may be granted to the Superintendents and staff by the respective Secretaries, the applications being submitted by the Registrar to them with information whether substitutes are available.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

2641-50/C.B.75-49-2
No.

General and Revenue Secretariat,
25th Sept. 1949
Dated Bangalore 1949
(Camp) Mysore

OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the
General & Revenue Secretariat.

The attention of the Secretaries to Government is invited to this office memo No.2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay.

By Order,

Don. Rameshwaraya
For Chief Secretary to Government.

To

The Secretaries to Government).

Copy to:

1. Home Branch
2. Office Branch.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

No. 2376-85/C.B. 75-49-1.

General and Revenue Secretariat.

Dated Bangalore, 14th Sept., 49.

OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the General and Revenue Secretariat.

With reference to the exercise of powers mentioned in Section 8 of the Mysore Government Business Rules by the Secretaries to Government, Secretaries to Government are requested to draw up a list of such additional powers regarding disposal of routine business as may be delegated to them, and to forward the same to the Chief Secretary within a week.

Secretaries to Government are also requested to examine and to recommend whether any of the routine powers now exercised directly by the Chief Secretary, such as grant of leave, increments, etc., to Ministerial and other staff may be delegated either to themselves or to such other officer as may be designated, e.g., the Registrar, General and Revenue Secretariat, or the Assistant Secretary of the branch concerned.

By Order.

Sd/- K.M. Ramakrishniya,

For Chief Secretary to Government.

To

The Secretaries to Government.

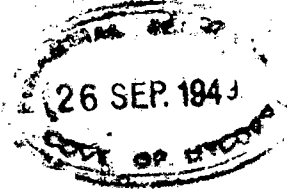
GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 2641-50/C.B.75-49-2

Dated Bangalore, 25th Septr. 19 49.

(Camp) Mysore



OFFICIAL MEMORANDUM.

Subject: Delegation of powers in the
General & Revenue Secretariat.

The attention of the Secretaries to Government is invited to this office memo No. 2376-85/C.B.75-49-1 dated 14.9.1949 on the above subject and they are requested to forward their replies which are overdue without further delay.

By Order,

For Chief Secretary to Government.
90m: Ramakrishna

To

The Secretaries to Government)

GOVERNMENT OF THE DISTRICT OF COLUMBIA

General and Revenue Secretary

Done in Washington, D.C. this 15th day of April, 1915

EX-111-2016, 5-15-15

OFFICIAL MEMORANDUM

Subject: Delegation of powers in the
General & Revenue Secretary's

The attention of the Secretary is called to the fact that

invited to this office by the Department of the Interior

dated 11.12.14 on the above subject and that the

request to forward their report which are over the

without further delay

By Order

For Chief Secretary to Government

The Secretary to Government

K. SRINIVASAN, B.Sc.,
Chief Secretary to Government,

D. O.



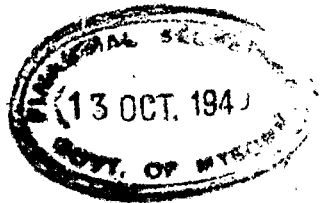
GENERAL AND REVENUE SECRETARIAT

Dated Bangalore, 12th October, 1949.

No. 3689-3698/CB.

Dear Sir,

Subject: Delegation of powers in
the General and Revenue
Secretariat.



I am desired to invite your personal and urgent
attention to this office memo No. 2376-85/C.B. 75-49-1,
dated 14th September 1949 on the above subject and to
request you kindly to forward your reply which is
already overdue without further delay.

Yours sincerely,

K. Srinivasan

Sri M. Shamanna, M.A.,
Secretary to Government,
Financial Department,
BANGALORE.

KSB

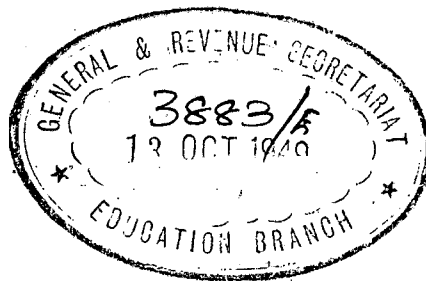
K. SRINIVASAN, B.Sc.,
Chief Secretary to Government,

D. O.



GENERAL AND REVENUE SECRETARIAT,
Dated Bangalore, 12th October 1949.

No. 3689-3698/CB



Dear Sir,

Subject: Delegation of powers in
the General and Revenue
Secretariat.

I am desired to invite your personal and urgent
attention to this office memo No. 2376-85/C.B. 75-49-1
dated 14th September 1949 on the above subject and to
request you kindly to forward your reply which is
already overdue without further delay.

Yours sincerely,

K. Srinivasan

Sri K.M. Narasimhaiya, B.A.,
Secretary to Government,
Education Department,
BANGALORE.

2) The previous reference
is subd with a note
separately. This may be sent
to Mr. M. also subd

Previous papers
are not received

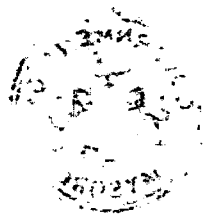
14.10.49
2/15/10

MS
Pleural (C)

3) 18/10/49

4) The previous papers were not
received here and ^{copies of the same} are obtained and
put up with Govt Business Rules & Office Manual.

13/3/19/10



In respect of G.M. P.R. & census returns
belonging to the day's work, I have
nothing to suggest that the powers already
vested in the day in Chapter VIII of the
Schedule of ^{the} Mysore Govt. Business Rules
may be exercised.



Edw. G. J.

20/10

- 5) Pl speak to me & a copy of the
Mysore Govt. Business Rules,
may also be put up.

21/10/44

- 6) A copy of the Mysore Govt. Business Rules is
put up. & ~~Ans~~

26/10

- 7) Pl bump up on 3/11/44 (M. Govt.)
4/11

- 8) The powers due exercised by the Secretaries
to Govt. have been defined in Chapter VIII
of the Mysore Govt. Business Rules &
it seems to be sufficient if these powers
are fully used.

9) In the regard to the grant & leave,
increments and such other matters
delegated to the clerical staff of the R.S.
all these powers may be delegated
to the Registrar & R.S. in the
regard to the appointment of and

Re: Delegation of powers in C.R.S.

General and Revenue
Secretariat

File No.

of 19

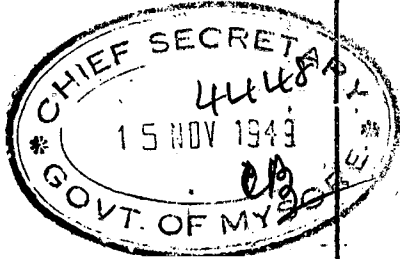
[App. F. III-2

WD 06071—GPB—25,000—20-6-49

Serial
No.

3883/1

punishment & the mental staff
these powers have to be delegated
to the Rep & R.S. with a saving
Clause that the persons adversely
affected may prefer an appeal
to the Chief Secretary thro'
the concerned Secretaries
under whom they are working



Chief Secy
H/c

8
12/11

C.B.
simr
15/11/49

K. SRINIVASAN, B.Sc.,
Chief Secretary to Government,

D. O.



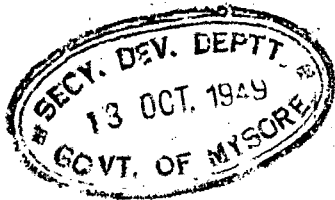
GENERAL AND REVENUE SECRETARIAT,

Dated Bangalore, 12th October 1949.

No. 3689-3698/CB

Handwritten notes:
x x x
Sri H. Srinivas
place of 13/10
13/10

Dear Sir,



Subject: Delegation of powers in
the General and Revenue
Secretariat.

I am desired to invite your personal and urgent
attention to this office memo No. 2376-85/C.B.75-49-1
dated 14th September 1949 on the above subject and to
request you kindly to forward your reply which is
already overdue without further delay.



Yours sincerely,

Handwritten signature: K. Srinivasan

Handwritten initials: CB, 11/10/49

Sri B.T. Kempanna, B.A., LL.B.,
Secretary to Government,
Development Department,
BANGALORE.

Subject:- Delegation of Powers - Rules of Business.

A few suggestions are made.

Chief Secretary }
w/c

Handwritten initials: 21/10

Handwritten notes:
CB.
xmr
21/10/49

Delegation of Powers - Rules of Business.

Item No. 9
Page 6 of the
Council Manual.

Loans (XVI):- Loans of and above Rs. 10,000/- are being treated as a Council matter. Loans below this sum are being sanctioned by the Minister in charge of the Department and the Dewan. Perhaps loans upto Rs. 4,000/- recommended by the Head of Department and agreed to by the Financial Secretary, may be approved by the Secretary in charge of the Department; loans between Rs. 4,000/- and Rs. 10,000/- being approved by the ~~Administration~~ Minister.

Estimates ✓

Estimates upto Rs. 5,000/- and agreed to by the Financial Department may be sanctioned by the Secretary.

Revised
Estimates. ✓

When the revised estimates do not exceed 5% of the original estimates as approved by the Secretary or the Minister with the concurrence of the Financial Department, they may be approved by the Secretary.

Additional
grants. ✓

Additional grants upto Rs. 2,000/- may be approved by the Secretary in consultation with the Financial Secretary. Those between 2,000/- and Rs. 5,000/- being approved by the Minister.

Re-appropriation statement ✓

Re-appropriation may be approved by the Secretary upto any extent after the Financial Secretary agrees to them.

Excess T.A. Bills. +

Upto Rs. 100/- may be approved by the Secretary.

Arrears of T.A. Bills. +

All arrears of T.A. bills may be approved by the Secretary

Arrears of pay Bills. ✓

Arrears of pay Bills upto Rs. 500/- may be approved by the Secretary, with the concurrence of the Financial Department

Deputation of
Officers
Within India.

Deputation of Officers, drawing Rs. 600/- and less may be approved by the Secretary in consultation with the Financial Department, special rates of T.A. being submitted to the Minister for approval.

Leave.

Grant of leave to Officers of and below Rs. 600/- p.m., upto and inclusive of 3 months and making of in-charge and acting arrangements in these cases (which are not scheduled matter) may be approved by the Secretary.

Increments.

Grant of increments - either advance or Special - in the case of Officers getting less than Rs. 50/- p.m. and agreed to by the Financial Secretary may be approved by the Secretary.

Expenditure from contingent grant.

Expenditure from Contingent grant upto Rs. 100/-, when agreed to by the Financial Secretary, may be approved by the Secretary.


Secretary to Government,
Development Department.